

## MEMBERSHIP FEE INFORMATION

PHONE: 415/538-2360

FAX: 415/538-2361

EMAIL: [billing@calbar.ca.gov](mailto:billing@calbar.ca.gov)

- **MEMBERSHIP FEES:** All State Bar members, whether active or inactive, must pay an annual membership fee. Your first year fee is based on your *date of admission - the date upon which you take your oath*. Fee statements will be sent to your membership address of record, so please keep your address current. When you enroll and whenever you move, please verify that the State Bar has your current address by checking Member Records information on the State Bar website; you may change your address online after setting up your State Bar Profile. Annual Fee Statements will be sent in mid-November.
- **FEE SCHEDULE:**

<u><i>If your oath is taken on:</i></u>	<u><i>Then your fee will be:</i></u>
June 1 - November 30, 2004	2004 Half-Year Active Fee of \$195 + \$5 Oath Card Fee
December 1 - December 31, 2004	2004 Active Fee Waived + \$5 Oath Card Fee
January 1 - May 31, 2005	2005 Active Fee + \$5 Oath Card Fee
June 1 - November 30, 2005	2005 Half-Year Active Fee + \$5 Oath Card Fee
- **CLASSES OF MEMBERSHIP:** There are two classes of membership: active and inactive. New members are enrolled as active and must pay the active fee for the calendar year in which they are admitted. However, if a new member is admitted in the month of December, that year's fees will be waived and the member will be billed active fees beginning in January of the next year. (See fee schedule above.)  
*Transferring to inactive status* is a serious step requiring the completion of specific forms. Questions regarding the inactive status transfers should be directed to Membership Billing Services *prior* to taking the oath. Please be advised that the State Bar requires active status for members who: (1) practice law in this state, *or* (2) occupy a position in the employ of or render any legal service for an active member, or who occupy a position wherein he or she is called upon to give legal advice or counsel or examine the law or pass upon the legal effect of any act, document, or law. (See Rules and Regs. of State Bar, art. I, § 2.) Since the tasks requiring active membership status are defined more broadly than just the practice of law, members employed as law clerks, paralegals, certified public accountants, or real estate brokers are required to maintain active status. This is based on the presumption that members employed in these professions will engage in activities in which they will be "called upon to give legal advice or counsel or examine the law or pass upon the legal effect of any act, document, or law."
- **BAR NUMBERS AND MEMBERSHIP CARDS:** Generally, about three weeks after you are sworn in, your membership information will be available on the Member Records section of the State Bar's website, along with your *state bar number*. *Membership cards* will be mailed approximately one month after your fees are paid. Your name, status, membership number and MCLE group will be included on the card.
- **WALL CERTIFICATES:** If you select the customized Certificate of Admission on your enrollment form, a \$57 charge will be billed on your fee statement.
- **OATH CARD FEE:** The \$5 oath fee will also be billed on your fee statement.

### IMPORTANT

It is each member's individual responsibility to assure membership fees are current. The State Bar sends a billing statement to the member's address of record in mid-November. If you have any questions about your fees, please call. Penalties will be assessed if fees are not timely paid: unpaid fees will untimely result in suspension from the practice of law.

To assure timely receipt of your annual fee statement, report your change of address within thirty days. Written or faxed address change must be signed and accompanied by a copy of identification; we accept bar cards, birth certificates, driver's licenses, passports and military IDs. Send to MEMBERSHIP RECORDS 180 Howard St., San Francisco CA 94015, Fax to 415/538-2576, or set up your own State Bar Profile and change your address online.

